

# OFFICIAL MINUTES

## Chatfield Public Schools School Board ISD #227

Regular Board Meeting

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*Date / time* 8/11/2021 7:00 PM | *Meeting called to order by* Board Chair Lanny Isensee

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### In Attendance

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Pursuant to due call and notice thereof, the regular meeting of the School Board of Independent School District No. 227, Olmsted, Fillmore and Winona Counties was held on Wednesday May 5, 2021.

Roll call was taken with these members present in-person: Isensee, Harstad, Priebe; and these members via video conference per MN Statute: McMahon, Keefe, Thompson (locations are attached). All present said the Pledge of Allegiance.

Chatfield Community Television and/or Facebook.com/chatfield.tv also provides coverage of the public board meetings.

### Approval of Agenda

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McMahon/Harstad motion to approve the agenda with these additions:

**ADD:**

8. Consent Items

- e. Approve new hire(s)
  - i. Joshua Marcile-Roberts/HS Social Studies, History Day Advisor, SADD Co-advisor
  - ii. Anna DeHerder/Long-term Substitute – Kindergarten
  - iii. Scott Schmaltz/JH Football
- f. Approve the following resignations:
  - i. Zach Slowiak/HS Social Studies, JV Baseball, JH football, History Day, Service Club, SADD co-advisor, Delta
  - ii. Daneka Romportl/HS Special Education
  - iii. Teresa Schaefer/One Act Play Advisor
- g. Approve the following job postings
  - i. HS Social Studies Teacher
  - ii. JV Baseball Coach
  - iii. JH Football Coach
  - iv. History Day, Service Club, Delta, SADD Co-advisor (internal postings only)
  - v. One Act Play Advisor

11. Action Items

- c. Resolution Designating Replacement Polling Place
- d. Approve Teachers Sub Pay increase

The following voted in favor thereof: Isensee, Priebe, Thompson, Harstad, McMahon, Keefe

The following voted against: none

Motion carried 6-0

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## Approval of Claims & Accounts

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Harstad motioned to approve claims and accounts as presented. Priebe seconded the motion.

The following voted in favor thereof: Isensee, Priebe, Thompson, Harstad, McMahon, Keefe

The following voted against: none

Motion carried 6-0

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## District Patron Time

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Elizabeth Fuglestad spoke her concerns on the wearing of masks and COVID19 vaccinations.

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## Reports

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**Isensee, Board Chair:** summarized Superintendent Mr. Harris evaluation. The 5 goals given to Mr. Harris for 2021 he met expectation or exceeded expectation on all 5 goals. He went on to thank Elizabeth Fuglestad for voicing her concerns. The board has called a special board meeting on Aug 26 to further discuss the start of school.

**Shane McBroom – Elementary Principal:** he was able to get a Kindergarten long-term sub hired but is still looking for qualified paraprofessionals. He thanked his summer school staff. Back to school conferences are scheduled for Sept 7 and 8 this year, with the first full day of school for elementary on Sept 9. A complete copy of his report is attached.

**Eric Nelson – High School Principal:** He is also in need of a couple of paraprofessionals. He did welcome the new social studies teacher. The summer custodians were given an appreciation lunch today. There have been some needed changes in the daily schedule at the high school. A complete copy of his report is attached.

**Ed Harris - Superintendent:** began with information for the start of the school year. He went on to discuss that the wearing of masks is a federal mandate on the school bus it is only a strong recommendation for inside the building. The board will meet on Wed Aug 26, 2021 to further discuss. He summarized how school board members could continue to ZOOM for meetings but prefers that they attend in person. A complete copy of his report is attached.

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## Approval of Consent Items

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Thompson/Priebe motion to approve the Consent Items.

- a. Approve July 14, 2021 Meeting Minutes
- b. Approve job posting of 2 HS Paras
- c. Approve the following handbooks
  - i. Elementary Student
  - ii. Elementary Staff
  - iii. High School Student
  - iv. High School Discipline Matrix
  - v. High School Staff
  - vi. Extra-Curricular Activities
  - vii. 1:1 Student Parent

- d. Approve the following Spring 2022 Varsity Coaches
  - i. Paul Wagner/Golf
  - ii. Brian Baum/Baseball
  - iii. Jerry Chase/Softball
  - iv. Jeff DeBuhr/Track & Field
- e. Approve the following hires:
  - i. Joshua Maricle-Roberts/HS Social Studies/History Day Adviser/SADD Advisor
  - ii. Anna DeHarder/Long Term Substitute – Kindergarten
  - iii. Scott Schmaltz/JH Football
- f. Approve the following resignations:
  - i. Zach Slowiak/HS Social Studies; JV Baseball; JH Football; History Day; Service Club; SADD co-advisor & Delta
  - ii. Daneka Romportl/HS Special Education
  - iii. Teresa Schaefer/One Act Play Advisor
- g. Approve the following job postings
  - i. HS Social Studies Teacher
  - ii. JV Baseball Coach
  - iii. JH Football
  - iv. History Day; Service Club; Delta; SADD Co-Advisor (internal postings only)
  - v. One Act Play Advisor

The following voted in favor thereof: Isensee, Priebe, Thompson, Harstad, McMahon, Keefe

The following voted against: none

Motion carried 6-0

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## 1st Reading of District Policies

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Chair Isensee noted that the following district policies are before the board for their first reading. The board should refer any questions to Mr. Harris.

- a. 413 Harassment & Violence and Report Form
- b. 506 Student Discipline
- c. 514 Bullying Prohibition Policy
- d. 522 Student Sex Nondiscrimination

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## 2nd Reading of District Policies

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Harstad/Keefe motion to approve the following policies:

- a. 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- b. 415 Mandated Reporting of Maltreatment of Vulnerable Adults
- c. 616 School District System Accountability

The following voted in favor thereof: Isensee, Priebe, Thompson, Harstad, McMahon, Keefe

The following voted against: none

Motion carried 6-0

All district policies can be found at: [www.chatfieldschools.com/district/forms&policies](http://www.chatfieldschools.com/district/forms&policies)

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## Action Items

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- a. Priebe/Harstad motion to set the Truth in Taxation Date: Dec 8, 2021.  
The following voted in favor thereof: Isensee, Priebe, Thompson, Harstad, McMahon, Keefe  
The following voted against: none  
Motion carried 6-0
- b. Member Tom Keefe introduced and motioned for approval  
**RESOLUTION CALLING SPECIAL ELECTION REGARDING THE GENERAL EDUCATION REVENUE OF THE SCHOOL DISTRICT AND TO FILL SCHOOL BOARD VACANCY**  
The motion was duly seconded by member Josh Thompson  
The following voted in favor thereof: Isensee, Priebe, Thompson, Harstad, McMahon, Keefe  
The following voted against: none  
Motion carried 6-0     *A complete copy of this resolution is attached.*
- c. Member Matt McMahon introduced and motioned for approval  
**RESOLUTION DESIGNATING REPLACEMENT POLLING PLACE**  
The motion was duly seconded by member Josh Thompson  
The following voted in favor thereof: Isensee, Priebe, Thompson, McMahon, Keefe  
The following voted against: none  
The following left the meeting: Harstad (received fire call)  
Motion carried 5-0     *A complete copy of this resolution is attached.*
- d. McMahon/Priebe motion to approve Teacher Sub Pay.  
The following voted in favor: Isensee, Harstad, McMahon, Priebe  
The following voted against: none  
The following abstained: Keefe  
Motion carried 4-0

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## Adjournment

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McMahon/Thompson motion to adjourn at 8:02pm. Motion carried 5-0

Respectfully submitted,

/s/  \_\_\_\_\_  
Board Clerk



August 11, 2021

School Board Members attending the SB meeting remotely via ZOOM as per MN Statute.

Matt McMahon  
Wilderness Resort  
Wisconsin Dells, WI  
Parking Lot

Josh Thompson  
Dollywood  
Pigeon Forge, Tennessee  
Parking Lot

Tom Keefe  
Arrowwood Resort  
Alexandria, MN  
Pool Area

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*Superintendent Report 8/11/2021*

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<https://www.evernote.com/shard/s265/sh/9a77ca97-3c0e-9de0-61ca-ef9478e32dfc/38fee5da087745f10a7e5ff4f7e53f5a>

## **Superintendent Report**

### 2021-2022 School Year

Redefining Ready

Summer Staff Preparation

Facilities (SB Pavilion, FB Storage, BB Field Maintenance, Far Field Development)

### Start of School

#### August 4 Parent Update

### Masking and Vaccinations

At this time, I feel that our efforts should be to sensibly balance safety protocols with parental choice in a collaborative effort keep our kids in school. My recommendation to the SB regarding masks and vaccinations is that we strongly recommend them for all students and staff. Masks, however, are required on all buses as per current federal mandate.

Under the current conditions, I feel that mandates related to this be reserved for government and/or state agencies. However, given the uncertainty of the COVID situation and the fact school is yet a month away, I consider our planning fluid with final "start of school" plans a work in progress and in-person learning being a priority.

Along with the strong recommendation that students and staff wear masks and get vaccinated, we will start the school year with increased COVID mitigation efforts.

Daily temp checks for students and staff

Daily fogging of buses

Daily fogging of classrooms

HVAC Filter Upgrades

Medical-Surgical grade masks available to staff and students

Hand sanitizing stations at each entry

High touch surface disinfecting in classrooms between classes

Daily/hourly high touch surface disinfecting in common areas

Contact tracing and close contact quarantining

Social distancing when reasonably possible

Alternate activity transportation option (parents)

Notables:

1. The current guidance recommends that vaccinated people do not need to quarantine if they are a close contact.
2. The current guidance recommends that if a positive case and an unvaccinated close contact are both wearing masks, the close contact does not have to quarantine.
3. Elective distance learning will not be an option.
4. I have asked the school board to set a special meeting for August 25 where will review start of school plans, any new guidance, and the local COVID case situation.

SB Meetings and ZOOM (see attachment)

Community Survey

Response Rate: 27% (Above Average)

Levy Renewal Support: Strong. At least 2/3 support across all groups.

School District Satisfaction: Strong (7.07 out of 10). This average is in the top 10% compared to 29 other districts that recently surveyed.

**1st Reading of District Policies**

413 Harassment & Violence and Report Form

No Changes

506 Student Discipline

Minor Change. Section VIII Item H.

Removes community committee requirement.

514 Bullying Prohibition Policy

No changes.

522 Student Sex Nondiscrimination

No changes.

**2nd Reading of District Policies**

414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse

No changes.

415 Mandated Reporting of Maltreatment of Vulnerable Adults

No changes.

616 School District System Accountability

No changes.

## **Action Items**

### Truth in Taxation Hearing: December 8, 2021

The district presents information on the current budget and upcoming levy. The public is welcome to attend and ask questions.

### Resolution Calling Special Election Regarding the General Education Revenue of the School District and to Fill School Board Vacancy

This initiates the process for the November 2 school election. This is to renew the existing \$476/pupil operating levy that was approved in 2015. We are not asking for more money at this time. Special Note... the actual tax impact from one year to the next can fluctuate by a few dollars +/- because of changes in property valuation.

### Resolution Designating Replacement Polling Place

In 2019, we were given inaccurate information by the county and conflicting information from the Secretary of State regarding our combined polling place status. As such, we petitioned the court to rectify the situation for the upcoming election, which they did. This resolution provides the proper language to hold the election at the combined polling place designated by the City of Chatfield which is now the CCA. However, since the CCA will be unavailable on November 2 due to construction, the combined polling place is temporarily designated to be City Hall for the November 2 election.

### Approve Teacher Sub Pay Increase (\$5)

Approve teacher sub rate increase to \$110 (base), \$120 (greater than 20 days), \$125 (retired teacher). This has been the rate for several years. Subs are harder to get. The pay needs to remain competitive.



### **13D.02 OTHER ENTITY MEETINGS BY INTERACTIVE TECHNOLOGY.**

#### **Subdivision 1.**

##### **Conditions.**

(a) A meeting governed by section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive technology so long as:

- (1) all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;
- (2) members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;
- (3) at least one member of the body is physically present at the regular meeting location;
- (4) all votes are conducted by roll call so each member's vote on each issue can be identified and recorded; and
- (5) each location at which a member of the body is present is open and accessible to the public.

(b) A meeting satisfies the requirements of paragraph (a), although a member of the public body participates from a location that is not open or accessible to the public, if the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public, and:

- (1) the member is serving in the military and is at a required drill, deployed, or on active duty; or
- (2) the member has been advised by a health care professional against being in a public place for personal or family medical reasons. This clause only applies when a state of emergency has been declared under section 12.31, and expires 60 days after the removal of the state of emergency.

#### **Subd. 1a. Meeting exception.**

This section applies to meetings of entities described in section 13D.01, subdivision 1, except meetings of:

- (1) a state agency, board, commission, or department, and a statewide public pension plan defined in section 356A.01, subdivision 24; and
- (2) a committee, subcommittee, board, department, or commission of an entity listed in clause (1).

#### **Subd. 2. Members are present for quorum, participation.**

Each member of a body participating in a meeting by interactive technology is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

**Subd. 3. Monitoring from remote site.**

If interactive technology is used to conduct a meeting, to the extent practical, a public body shall allow a person to monitor the meeting electronically from a remote location.

**Subd. 4. Notice of regular and all member locations.**

If interactive technology is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location and notice of any site location where a member of the public body will be participating in the meeting by interactive technology, except for the locations of members participating pursuant to subdivision 1, paragraph (b). The timing and method of providing notice must be as described in section 13D.04.

[Subd. 5 is deleted]

**Subd. 6. Record.**

The minutes for a meeting conducted under this section must reflect the names of any members appearing by interactive technology and state the reason or reasons for the appearance by interactive technology.

**This language represented the act as presented to the Governor. The version passed by the legislature is the final engrossment. It does not represent the official 2021 session law, which will be available on the Revisor's website in the summer 2021 as Chapter 14.**

**Effective date Sec. 1-4, Sec. 5, Sub. 1-3, 5-6, Sec. 6 08/01/21; Sec. 7 01/01/21 (retroactive); Sec. 5, Sub. 4 05/07/21**

Member McMahon introduced the following Resolution and moved for its adoption:

### **RESOLUTION DESIGNATING REPLACEMENT POLLING PLACE**

WHEREAS, concurrent with the passage of this Resolution, the School Board of Independent School District No. 227 has called a special election to occur on November 2, 2021, for a referendum on the general election revenue of the School District and to fill a vacancy on the School Board;

WHEREAS, due to a mistaken understanding regarding the requirements to designate combined polling places for use in stand-alone School District elections, the School Board did not adopt a Resolution Establishing Combined Polling Places in 2020;

WHEREAS, the School District, duly acting through its Superintendent, petitioned the Olmsted County District Court in Court File number 55-CV-21-4070 to designate a combined polling place for the November 2, 2021, special election as if it had been designated by the School Board prior to December 31, 2020, in compliance with Minnesota Statutes section 205A.11, subdivision 2(b);

WHEREAS, Minnesota Statutes section 205A.11, subdivision 2(c), requires that combined polling places designated under that section be at locations designated for use as a polling place by a county or municipality, such that the only combined polling place in the City of Chatfield that could be designated for use in the School District election is the City of Chatfield's polling place, the Chatfield Center for the Arts;

WHEREAS, subsequent to that *nunc pro tunc* designation of the Chatfield Center for the Arts as the combined polling place for the forthcoming School District special election through petition to the Court, the District learned that the Chatfield Center for the Arts will be unavailable for use as a polling place due to renovation work beginning on October 31, 2021;

WHEREAS, Chatfield City Hall is available for use as a combined polling place in the School District special election on November 2, 2021; and

WHEREAS, Chatfield City Hall has been used for a combined polling place in School District special elections in the past.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 227, Chatfield Public Schools, State of Minnesota, as follows:

1. The School Board may designate and establish a new polling place to replace a polling place that has become unavailable for use. The School Board has



determined that the Chatfield Center for the Arts has become unavailable for use as a polling place for the November 2, 2021, special election.

2. Therefore, the following combined polling place is established to serve all territory in Independent School District No. 227 located in the City of Chatfield, and Carrolton, Chatfield, Fillmore, Fountain, Jordan, Pilot Mound, and Sumner Townships in Fillmore County, and in the City of Chatfield, and Elmira, Eyota, Marion, Orion, and Pleasant Grove Townships in Olmsted County, and Saratoga Township in Winona County, for the School District special election held on November 2, 2021:

Chatfield City Hall  
21 SE Second Street  
Chatfield, MN 55923

2. The polling place designated herein meets the accessibility and usability requirements set forth in Minnesota Statutes, section 204B.16, and other election law.

3. The clerk is hereby authorized and directed to cause notice of the establishment of this polling place to be immediately provided to the Secretary of State and to the County Auditor of each county in which the School District is located, in whole or in part. This notice must include a list of the precincts that will be voting at each polling place, as well as the reason for the relocation and the reason for the location of the new polling place.

4. The clerk is hereby authorized and directed to, as soon as possible, post a notice stating the reason for the relocation and the location of the new polling place. This notice must also be posted on the District's website. The clerk shall further notify the election judges and request that local media outlets publicly announce the reason for the relocation and the location of the polling place.

5. The clerk is hereby authorized and directed to send a notice, in substantially the form as the Notice of Polling Place Change that is appended hereto, stating the location of the new polling place to every affected household with at least one registered voter in the precinct(s) to be served by this polling place. This notice shall be sent by nonforwardable mail at least 25 days before the next election. Any notices returned as undeliverable must be forwarded immediately to the appropriate County Auditor.

6. The clerk is hereby authorized and directed to post, on election day, a notice stating the location of the new polling place. This notice must be in large print and posted, if practical, in a conspicuous place at Chatfield Center for the Arts and at a location visible by voters who vote from their motor vehicles.



The motion for the adoption of the foregoing Resolution was duly seconded by  
Thompson and upon vote being taken thereon the following voted in  
favor thereof: Keefe, Harstad, Priebe, Isensee

and the following voted against the same:

whereupon said Resolution was declared duly passed and adopted.

Member Tom Keefe introduced the following resolution and called for its adoption:

**RESOLUTION CALLING SPECIAL ELECTION  
REGARDING THE GENERAL EDUCATION  
REVENUE OF THE SCHOOL DISTRICT  
AND  
TO FILL SCHOOL BOARD VACANCY**

WHEREAS, the School Board of the District has determined to call an election related to the referendum revenue of the District, pursuant to its authority under Minn. Stat. § 126C.17, subd. 9(a);

WHEREAS, a seat on the Board of Directors of the District, the term of which expires upon the commencement of the successor term on the first Monday in January 2023, was declared on September 9, 2020;

WHEREAS, the vacancy occurred more than 90 days prior to the first Tuesday after the first Monday in November in the third year of the term of the seat;

WHEREAS, under these circumstances, Minn. Stat. § 123B.09, subd. 5b, requires that a special election be held no later than the first Tuesday after the first Monday in November in the year in which the vacancy occurs; and

WHEREAS, a person elected at the special election held pursuant to this resolution shall take office immediately after receiving the certificate of election, filing the bond, and taking the oath of office.

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 227, Chatfield Public Schools, State of Minnesota, as follows:

1. The School District's existing operating levy is expiring after taxes payable in 2021. The Board hereby determines and declares that it is necessary and expedient for the School District to renew its expiring referendum revenue authorization of \$476 per pupil. The revenue will be used to finance school operations. The proposed referendum revenue authorization would be effective for taxes payable in 2022 and would be applicable for seven (7) years unless otherwise revoked or reduced as provided by law. The question of increasing the general education revenue of the District shall be submitted to the qualified electors of the district at a special election.

2. A special election shall be held to elect one (1) individual to fill a vacant seat on the School Board, the term of which shall expire on January 2, 2023.

3. The question of renewing the general education revenue of the District and the election of an individual to fill the vacancy herein identified shall be submitted to the qualified electors of the district at a special election, which is hereby called and directed to be held on Tuesday, the 2nd day of November, 2021, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. A separate Resolution designating a replacement combined polling place will be adopted contemporaneous herewith, such that all voters of the School District shall vote at a combined polling place located at the Chatfield City Hall, 21 SE Second Street, Chatfield, MN 55923. If any other election occurs within the School District on November 2, 2021, the precincts and polling places for this election in the areas conducting other elections, are those precincts and polling places designated by the cities, towns, or counties located in whole or in part within the School District for such election.

5. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the School District is located, in whole or in part, at least seventy-four (74) days before the date of said special election. The notice shall include the date of said special election and the offices to be voted on at said special election.

The clerk is hereby authorized and directed to cause a notice of election to be mailed to each taxpayer in the District at least fifteen (15) but no more than forty-five (45) days prior to the date of the special election. The notice shall contain the required projections and the required statement specified in Minnesota Statutes, section 126C.17, subdivision 9, paragraph (b). The clerk is also directed to cause a copy of this notice to be submitted to the Commissioner of Education and to the county auditor of each county in which the School District is located in whole or in part at least fifteen (15) days prior to the day of the election.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the District, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the School District at least ten (10) days before the date of said election. The notice of election so posted and published shall state the time of the election, the location of each polling place, and the offices to be filled as set forth in the form of ballot below.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the School District at least four (4) days before the date of said election and to cause two sample ballots to be posted in each polling place or combined polling place on election day. The sample ballot shall not be printed on the



same color paper as the official ballot. The sample ballot for a polling place or combined polling place shall reflect the offices, candidates and rotation sequence on the ballot used in that polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place or combined polling place on Election Day.

6. The clerk is further authorized and directed to cause ballots to be prepared for use at said special election in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:


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**SCHOOL DISTRICT BALLOT  
SPECIAL ELECTION BALLOT  
INDEPENDENT SCHOOL DISTRICT NO. 227  
CHATFIELD PUBLIC SCHOOLS**

**NOVEMBER 2, 2021**

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**INSTRUCTIONS TO VOTERS**

To vote, completely fill in the oval(s) next to your choice(s) like this: 

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**SPECIAL ELECTION FOR SCHOOL BOARD MEMBER  
TO FILL VACANCY IN TERM EXPIRING JANUARY 2, 2023  
VOTE FOR ONE**

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☐ CANDIDATE V

☐ CANDIDATE W

☐ CANDIDATE X

☐ \_\_\_\_\_  
write-in, if any

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## SCHOOL DISTRICT BALLOT QUESTION

### RENEWAL OF SCHOOL DISTRICT REFERENDUM REVENUE AUTHORIZATION

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The Board of Independent School District No. 227, Chatfield, has proposed to renew its expiring referendum revenue authorization of \$476 per pupil. The proposed referendum revenue authorization would be effective for taxes payable in 2022 and would be applicable for seven (7) years unless otherwise revoked or reduced as provided by law.



YES

Shall the renewal of the referendum revenue authorization proposed by the Board of Independent School District No. 227 be approved?



NO

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING  
TO EXTEND AN EXISTING PROPERTY TAX REFERENDUM THAT  
IS SCHEDULED TO EXPIRE.**

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7. Optical scan ballots must be printed in black ink on white material, except that marks not to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

8. The names of candidates to fill a vacancy who have filed an affidavit of candidacy must be listed on the ballot under the separate heading "Special Election for School Board Member to fill vacancy in term expiring January 2, 2023." Their names must be listed as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

9. The name of each candidate to fill the vacancy in office at this general election shall be rotated with the names of the other candidates to fill the vacancy in office in the manner specified in Minnesota law.

10. If the School District will be contracting to print the ballots for this special election, the clerk is hereby authorized and directed to prepare instructions to the printer

for layout of the ballot. Before a contract exceeding \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

11. The individuals designated as election judges for this special election shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other School District elections.

12. The School District clerk shall make all Campaign Financial Reports required to be filed with the School District under Minnesota Statutes, Section 211A.02, available on the School District's website. The clerk must post the report on the School District's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The School District must make a report available on the School District's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

13. The School District clerk is hereby authorized and directed to take all actions necessary to ensure that this election is properly submitted to the electorate of the School District.

The motion for the adoption of the foregoing resolution was duly seconded by Josh Thompson and upon vote being taken thereon the following voted in favor thereof: McMahon, Hurstad, Priebe, Isensee

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.



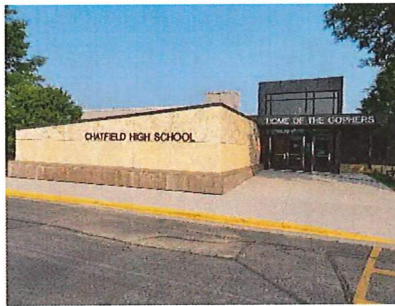
## Chatfield High School Board Report

August, 2021

### Staffing Update

We are currently in the process of hiring four positions for the coming school year. Last week we received two resignation notices and are actively seeking candidates for those two positions. Interviews for the social studies teacher position have been completed and an offer will be made pending reference checks. Shane McBroom and Eric Nelson are working jointly to fill the paraprofessional vacancies. The special education teacher hire will be the next to be completed.

### Custodial Appreciation



The building is looking great and I want to thank Steve Irish, Dave Ahern, and our summer custodial staff members (Greg Silha, Leo Silha, Hunter Bernau, and Isaac Stevens). We still have a few projects complete but everything is on-time and looking good.

### Daily Schedule

The schedule for students in grades 7-12 has been adjusted by five minutes to permit greater efficiency in the system. This will reduce the time on the bus for most elementary students by five minutes in the afternoon. The end of the day has shifted from 3:10 pm to 3:05 pm.

Adjustments to the 7<sup>th</sup> and 8<sup>th</sup> grade day has been spread through the day so that the instructional time changes are minimal.

The high school schedule has been modified due to several constraints. The result is a suspension of the FLEX period for the coming year. These constraints include the sharing of staff between the middle and high school grades, part-time staffing needs, the inability to create a common preparation time for teachers, reduced teacher capacity for program administration, COVID-19 protocols, and the five-minute change. FLEX is a valuable program



and was developed under the leadership of teachers. I hope to be able to explore a scheduling model that would permit its return in future years.

## 7<sup>th</sup> and 8<sup>th</sup> Grade Seminar

7<sup>th</sup> and 8<sup>th</sup> grade students that are not scheduled for a class in 5<sup>th</sup> period will be engaging in a weekly seminar focused on a variety of topics including: career exploration, community awareness, and technology skills. A guest presenter will be invited into school most weeks to share their experiences or expertise with students. The students served in this seminar are not involved in choir or band and have a large amount of study hall time in their schedule.

## FFA

Our FFA students have been very active over the past few weeks. Under Stacy Fritz they continued their tradition of hosting a Little Farmhands Exhibit at the Fillmore County Fair. Last week they hosted their largest-ever Ag Day Camp for students in Grades 3-5.



## Fall Athletics

Our athletes will begin their fall practices on Monday, August 16<sup>th</sup>. I am looking forward to having our students return to campus and come together to represent our school and community.





## CHATFIELD ELEMENTARY REPORT TO THE SCHOOL BOARD



**August 11, 2021**

### Staffing for 2021-2022

*Paras*

Interviewing for the paraprofessional openings are happening this week.

*LTS*

We are also still working on finding a sub for the Kindergarten Long Term Sub opening.

### Summer School Programming

This summer Mrs. Johnsrud, Mrs. Semmen, and Ms. Thoreson have been providing summer programming for students in math and reading. I want to thank them for their efforts throughout the summer in helping our students retain the skills they have acquired in Math and Reading. Kelly Reinecke has also been providing our Extended School Year programming for special education students. All of our staff do a great job and the students really enjoy and benefit from the time here with them.

### Mini Grants

I would like to thank Root River State Bank and F & M Bank for their generosity in supporting the Mini Grants.

### Back to School Conferences

The plan for this year is to return to our 2 day back to school teacher/student/parent conferences on Tuesday, September 7<sup>th</sup> and Wednesday, September 8<sup>th</sup>. These days are used to meet families, assess students and provide information to families on the upcoming school year. We have found these 2 days to be very meaningful for our staff and families. School will start on Thursday, September 9<sup>th</sup>.

Thank you

Shane

